1. **I am applying to the *Directory* in more than one Service Category (Performing, Connecting and/or Integrating)…**

   A. **Do I need to complete more than one Survey Monkey form and more than one SlideRoom form?**

      If you are applying to more than one category as an individual artist, the answer is NO.
      If you are applying as an individual artist AND on behalf of a group or ensemble, then the answer is YES.

      A full application (Parts I & II) need only include one complete Survey Monkey form (Part I) and one complete SlideRoom form.* If you are applying individually to one or both of the Teaching Artist categories <u>and</u> on behalf of an ensemble for the Performing category, however, <u>we must receive a full separate application for the ensemble</u>. In this case, complete the Survey Monkey and SlideRoom forms as an individual applicant and then complete a separate set of Survey Monkey and SlideRoom forms to apply as the ensemble representative.

      *The "Add Media" section of SlideRoom allows you to enter <u>all</u> samples required, even if applying to multiple categories.

   B. **Do I need to provide three references for each category to which I am applying?**

      <u>Each application must include 3 letters from different references</u>. Ideally, all three letters will address all categories for which you are applying. We do realize, however, that each reference you list might not be able to comment on all areas, therefore:

      (1) If you are applying as an individual artist in the Performing category AND in one/both of the Teaching categories, <u>at least one letter must reference performance specifically</u>. The <u>other 2 letters must address qualifications for a teaching artist</u>. Note that all 3 letters will be used in the panel review process and, (2) if you are applying as an individual artist AND on behalf of a group or ensemble, then each application must include 3 separate letters.

      Select your references and the category(s) they will address in their letters. You are strongly encouraged to discuss letter expectations with each reference as outlined in the Guidelines (pages 7, 9 and 10) before entering their names into SlideRoom.

   C. **Do I have to pay the $10 fee twice?**

      If you are applying to more than one category as an individual artist, the answer is NO.
      If you are applying as an individual artist AND on behalf of a group or ensemble, then the answer is YES.

      Again, if you are applying as an individual artist AND on behalf of a group or ensemble, then you must complete 2 applications and the fee for each is $10.00.

2. **What if a reference does not submit a letter by the application deadline?**

   You will receive email notification from SlideRoom when each reference has submitted a letter on your behalf. (Be sure to check your Spam folder for these notifications too). If you do not receive email notification from SlideRoom that a reference letter was received, it means that your reference(s) has not submitted a letter on your behalf.

   It is your responsibility to ensure all your references submit letters. March 15th is the last opportunity you will have to send a request to a different reference. Please note that once you submit your application, your SlideRoom status will be changed to "Submitted" and you will not be able to edit any portion of your application, including references.

3. **Are there character or space limitations in either of the applications?**

In some sections, there are. In some sections, there are not. When limitations are applicable, they are indicated in the question text. Please refer to the Guidelines for details regarding sample material length and content.

4. **Why must current Performing Artists reapply to the *Directory*?**

CCT has designed a new program - *Arts Access: Education and Performance in Communities and Schools*. Full implementation of the new program requires updating and upgrading of both directories (Teaching and Performing Artists). All teaching artists were previously required to re-apply based on revised standards; however, performing artists have never been asked to re-apply before because standards remained the same. Performing Artists/Groups/Ensembles must now reapply because standards have changed.

Current teaching artists will be required to update their information in the spring.

5. **What if I just applied and got accepted to the *Directory of Performing Artists* within the last several years?**

All Performing Artists/Groups/Ensembles must now reapply because standards for that category have changed.

6. **If I teach a regular class for a college/university, k-12 or other school, can that experience be used in fulfilling the residency eligibility requirement for the Teaching Artist categories?**

That type of experience can not be used to fill the residency experience and eligibility requirements, as residencies are unique educational offerings that foster an artist-presenter collaboration designed specifically for a unique set of learners.

7. **I am deciding whether or not to apply/reapply. If I am not selected, have I wasted my time?**

Absolutely not! The electronic application was designed to capture your information in a way that can be easily accessed by potential customers. By digitizing your work samples, consolidating and articulating your work history and generally going through the application process, you are packaging up-to-date information that will ultimately help you to better market yourself. You will also be ahead of the game for the next application round.

8. **If I do not apply/reapply this round, will there an opportunity to do so in the near future?**

Yes. We will shortly determine how often applications will be accepted. Readiness is an important factor in selecting artists for the *Directory*, so assess if this is the time for you or if you would be better served by waiting until the next round.

9. **You state that artists selected to the *Directory* must remain in good standing. How many engagements per year do I need to remain in good standing?**

Performing Category Artists: 5 performances/engagements by different presenters
Connecting Category Artists: 2-4 residencies (at least 2 days with the same set of learners)
Integrating Category Artists: 2-4 residencies (at least 5 days with the same set of learners + 1 planning day)

Engagements do not need to be secured through or supported by CCT to be eligible.

? **If you have any further questions, please contact:**

An-Ming Truxes (Performing Artist questions) at 860-256-2722 or an-ming.truxes@ct.gov
Bonnie Koba at 860-256-2730 or bonnie.koba@ct.gov
Amy Ben-Kiki at 860-256-2729 or amy.ben-kiki@ct.gov